

What is a PASS?

- It is an SSI provision to help individuals with disabilities return to work.

How does a PASS help someone return to work?

- SSI eligibility and payment amount are based on income and resources (things of value that the individual owns).
- PASS allows an individual set aside money and/or things he or she owns to pay for items or services needed to achieve a specific work goal.

How does PASS work?

- Applicant finds out what training, items or services are needed to reach work goal.
- Can include supplies to start business, school expenses, equipment and tools, transportation and uniform requests.
- Applicant finds out how much these items and services will cost.
- PASS can help an individual save to pay these costs. PASS lets a person set aside money for installment payments as well as a down payment for things like a vehicle, wheelchair or computer if needed to reach work goal.

How do you set up a PASS?

- Decide on work goal and determine items and services are necessary to achieve this goal.
- Can get help in setting up plan from a vocational rehabilitation (VR) counselor; an organization that helps people with disabilities; Benefits Specialists or Protection and Advocacy organizations who have contracts with SSA; Employment Networks involved in the Ticket to Work program; the local Social Security office, Iowa WIPA or anyone else willing to help him or her.
- Contact local SSA office; SSA work site or some third parties shown above to get a PASS form (SSA-545-BK) to complete.
- Mail it to your local SSA office and the PASS Cadre in Kansas City. 1-800-551-9289, Tim McEvoy
- If goal is self-employment, there must also be a business plan

What happens to the PASS?

- PASS expert works directly with the applicant. PASS expert looks over the plan to see if work goal is reasonable.
- SSA reviews plan to make sure that items and services listed on PASS are necessary to achieve the work goal and reasonably priced.
- If changes are needed, the PASS expert discusses with the applicant.
- If PASS is not approved, can appeal the decision.